

**CLASSIFICATION:** LABORATORY SCIENTIST I

**Class Code:** 5591-16

**Date Established:** 01-05-76

**Occupational Code:** 7-6-4

**Date of Last Revision:** 09-02-15

**Exempt Status:** Non- Exempt

**BASIC PURPOSE:** To apply established laboratory procedures in performing a variety of laboratory tests and to assist in the reporting and evaluation of test results.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

- Measures quantity of sample using laboratory equipment and prepares sample for testing.
- Examines laboratory test specimens to assist in the detection of specific disease agents or toxins.
- Receives and logs in specimens, and prepares equipment, reagents and supplies for testing and analysis.
- Records and reports confidential test results by telephone or written report.
- Recommends modifications in work procedures to ensure quality and efficiency of unit performance.
- Operates instruments and equipment and performs preventative maintenance, including maintaining quality control records to ensure proper operating conditions.

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**DISTINGUISHING FACTORS:**

**Skill:** Requires skill in recommending routine changes in standardized operating procedures OR in retrieving, compiling and reporting data according to established procedures OR in operating complex machines.

**Knowledge:** Requires logical or scientific understanding to analyze problems of a specialized or professional nature in a particular field.

**Impact:** Requires responsibility for contributing to immediate, ongoing agency objectives by facilitating the direct provision of services to the public or other state agencies. Errors at this level result in inaccurate reports or invalid test results and require significant investment of time and resources to detect.

**Supervision:** Requires partial supervision of other employees doing work which is related or similar to the supervisor, including assigning job duties, providing training, giving instructions and checking work.

**Working Conditions:** Requires performing regular job functions in an environment which includes exposure to continuous physical elements or a number of disagreeable working conditions with frequent exposure to minor injuries or health hazards.

**Physical Demands:** Requires light work, including continuous walking or operating simple equipment for extended periods of time as well as occasional strenuous activities such as reaching or bending.

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**Communication:** Requires explaining facts, interpreting situations, or advising individuals of alternative or appropriate courses of action. This level also requires interviewing or eliciting information from state employees or members of the general public.

**Complexity:** Requires a combination of job functions to establish facts, to draw daily operational conclusions, or to solve practical problems. This level also requires providing a variety of alternative solutions where only limited standardization exists.

**Independent Action:** Requires a range of choice in applying a number of technical or administrative policies under general direction and in making routine decisions or in recommending modifications in work procedures for approval by supervisor.

### MINIMUM QUALIFICATIONS:

**Education:** Bachelor's degree from a recognized college or university with major study in the biological sciences, health sciences, or physical sciences.

**Experience:** One year of experience in a laboratory performing duties similar to the assignments of the laboratory in which the vacancy is located.

**License/Certification:** For positions in the Division of Public Health Services, applicants must meet certification requirements of the Centers for Medicare and Medicaid Services for Clinical Laboratory Personnel (CLIA '88). Eligibility to hold a New Hampshire driver's license if necessary for performing job accountabilities.

### SPECIAL REQUIREMENTS:

For appointment consideration, Laboratory Scientist I applicants must successfully participate in a structured interview measuring possession of knowledge, skills and abilities identified as necessary for satisfactory job performance by this class specification. The structured interview is developed and administered, according to Division of Personnel guidelines, by representatives of the state agency in which the vacancy exists.

**RECOMMENDED WORK TRAITS:** Basic knowledge of laboratory equipment, techniques, procedures and language. Knowledge of English and metric systems of weights and measures. Knowledge of college level chemistry and/or biology. Knowledge of advanced mathematics to include college algebra and logarithms. Knowledge of statistical concepts. Skill in using and cleaning laboratory instruments and equipment. Skill in organizing work. Skill in reading and interpreting written directions. Skill in measuring amounts to exact measures. Ability to record information accurately. Ability to follow detailed instructions. Ability to perform detailed work. Ability to distinguish colors. Ability to communicate effectively orally and in writing. Ability to work effectively with other laboratory personnel. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

**DISCLAIMER STATEMENT:** This class specification is descriptive of general duties and is not intended to list every specific function of this class title.